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ADM-5.4

DD/S&T 1103-64
31 March 1964

MEMORANDUM FOR: Chief, Logistics Services Division/OL
ATTENTION : Telephone Branch
SUBJECT : Telephone Modifications - Room 2E19

1. It is requested that the following list of telephone modifications be completed in accordance with the attached drawings:

(a) Drop black lines 4427, 4428, and 6889 from two (2) phones in Area A and replace with one (1) new black line and two (2) existing black lines 4254 and 4267.

(b) Add new black line to two (2) phones in Area B.

2. The above changes are being requested in order that the existing telephone lines may be properly distributed among our various offices. Under the present system we have received numerous complaints from our contacts that our telephone lines are always busy.

3. It is further requested, if at all possible, that this work be completed on or before 3 April 1964 and Cost Center No. 4260-1000-1000 may be used if funds are not available within LSD/OL.

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4. Contact [REDACTED] on extension 4428 for additional information or assistance.

SIGNED

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[REDACTED]
Chief, Administrative Staff
Deputy Director
(Science and Technology)

Attachments

Distribution:

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